



Municipality of Princeton

Municipal Building
400 Witherspoon Street
Princeton, NJ 08540-3496

Department of Community Development
Office of the Engineer
Telephone (609)921-7077
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ROBERT V. KISER, P.E.
Director of Engineering

MEMORANDUM

TO: Robert Bruschi, Administrator

FROM: Robert V. Kiser, P.E., Director of Engineering

DATE: May 8, 2013

SUBJECT: **PSA – Ronica A. Bregenzer, Architect**
Furnishing and Installation of Mountain Lakes Entrance Signs NTE \$26,000

Attached herewith please find proposals from Ronica A. Bregenzer, Architect, providing for the furnishing and installation of two (2) signs at the entrance to Mountain Lakes Nature Preserve. One sign will be installed near the entrance gate and the second sign will be installed at the parking lot entrance to the park.

Cost for these signs will be fully paid for by an anonymous donor.

In consideration of the above, it is recommended that Council authorize the attached agreement for professional services with Ronica A. Bregenzer, Architect, in the not to exceed amount of \$26,000.00. Also, attached please find a copy of the Council Resolution prepared by Edmond Konin, Assistant Municipal Attorney, to be used in authorizing the Bregenzer agreement as well as separate purchase orders for related tree removal and landscaping services as noted.

If you have any questions please contact me or Deanna Stockton, P.E., Assistant Engineer.

Robert V. Kiser, P.E., Director of Engineering

RVK/cc

c: Linda McDermott, Municipal Clerk
Edwin W. Schmierer, Municipal Attorney
Edmond Konini, Assistant Municipal Attorney
Kathy Monzo, Deputy Administrator/Director of Finance
Sandy Webb, CFO
Deanna Stockton, P.E., Assistant Engineer
Christine Lewandoski, DDEO/Historic Preservation Officer/Assistant Zoning Officer

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, entered into this day of May, 2013, by and between the **MUNICIPALITY OF PRINCETON**, a municipal corporation of the State of New Jersey, 400 Witherspoon Street, Princeton, New Jersey 08540 (hereinafter referred to as "**MUNICIPALITY**") and **RONICA A. BREGENZER, ARCHITECT**, 8 Stockton Street, Princeton, NJ 08540 (hereinafter referred to as "**CONSULTANT**").

WITNESSETH:

WHEREAS, the Municipality requires professional architectural services for certain improvements to the Mountain Lakes Nature Preserve Entrance near the gates and the Parking Lot Entrance as follows:

1. Furnish and install one wood sign, as detailed, for the parking lot entrance to the park. This double-sided sign will also include "Pettoranello Gardens", and "Community Park North" similar to the existing sign.
Total cost not to exceed\$14,000.00

2. Furnish and install one wood sign, as detailed, for the Mountain Lakes Nature Preserve entrance near the gates.
Total cost not to exceed \$12,000.00

- GRAND TOTAL Not to exceed.....\$26,000.00

and;

WHEREAS, the Municipality has adopted a Resolution pursuant to the provisions of the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.*, awarding a Contract for said professional services without competitive bidding to the **CONSULTANT** as permitted by law.

NOW, THEREFORE, IT IS AGREED between the **MUNICIPALITY** and the **CONSULTANT**, as follows:

1. The MUNICIPALITY hereby retains the CONSULTANT to undertake and complete the work described in the above Preamble, which is incorporated by reference as if set forth at length herein.
2. The nature and scope of services to be provided are as set forth in the CONSULTANT's proposals dated May 1, 2013, copies of which are attached hereto as Exhibit A and made a part hereof.
3. The MUNICIPALITY agrees to compensate the CONSULTANT a sum not to exceed \$26,000.00 pursuant to said proposals, for the following services:
 - a. Furnish and install one wood sign, as detailed, for the parking lot entrance to the park. This double-sided sign will also include "Pettoranello Gardens", and "Community Park North" similar to the existing sign.
 Total cost not to exceed\$14,000.00
 - b. Furnish and install one wood sign, as detailed, for the Mountain Lakes Nature Preserve entrance near the gates.
 Total cost not to exceed\$12,000.00

GRAND TOTAL Not to exceed.....\$26,000.00
4. All work to be undertaken and completed by the CONSULTANT shall be done and coordinated with the MUNICIPALITY's Director of Engineering.
5. The CONSULTANT agrees to file with the MUNICIPALITY's Chief Financial Officer its New Jersey Business Certificate (Exhibit B) as required by P.L. 2004, c. 57, of the Laws of the State of New Jersey.
6. The parties hereby incorporate by reference herein the affirmative action addendum attached as Exhibit C.

7. The **CONSULTANT** agrees to adhere to the provisions of the New Jersey Local Unit Pay-to-Play Law, *N.J.S.A. 19:44A-1 et seq.* pursuant to Exhibit D attached.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, the day and date first written above.

ATTEST:

MUNICIPALITY OF PRINCETON

Linda S. McDermott, Clerk

By: _____
Liz Lempert, Mayor

WITNESS:

RONICA A. BREGENZER, ARCHITECT

By: _____
Ronica A. Bregenzer, Principal

Ronica A. Bregenzer

8 Stockton Street
Princeton N.J. 08540

Architect

609♦921♦1766
fax 609♦924♦1086

May 1, 2013

Robert V. Kiser, PE
Director of Engineering
Municipality of Princeton
400 Witherspoon Street
Princeton, NJ 08540

Project: Mountain Lakes Nature Preserve
Entrance Improvements
Signage at Parking Lot Entrance

Proposal:

Furnish and install one wood sign, as detailed, for the parking lot entrance to the park. This double-sided sign will also include "Pettoranello Gardens", similar to the existing.

Total cost not to exceed \$14,000.00

Ronica A. Bregenzer

8 Stockton Street
Princeton N.J. 08540

Architect

609♦921♦1766
fax 609♦924♦1086

May 1, 2013

Robert V. Kiser, PE
Director of Engineering
Municipality of Princeton
400 Witherspoon Street
Princeton, NJ 08540

Project: Mountain Lakes Nature Preserve
Entrance Improvements
Signage at Gated Entrance

Proposal:

Furnish and install one wood sign, as detailed, for the park entrance near the gates.

Total cost not to exceed \$12,000.00

**MUNICIPALITY OF PRINCETON
COUNTY OF MERCER, STATE OF NEW JERSEY**

**RESOLUTION AUTHORIZING CERTAIN IMPROVEMENTS TO THE MOUNTAIN LAKES
NATURE PRESERVE ENTRANCE AND THE PARKING LOT ENTRANCE**

WHEREAS, the Municipality has received a pledge from an anonymous donor (who has previously made significant donations to the Municipality) in the amount of thirty-seven thousand, two hundred-fifty (\$37, 250,00) dollars restricted by the donor for certain improvements to the Mountain Lakes Nature Preserve entrance and the parking lot entrance, to be undertaken by certain vendors, specifically as follows:

1. Ronica A. Bregenzer 8 Stockton Street Princeton, NJ 08540	Architectural Services: Signage improvements at parking lot and gated entrances	\$26,000.00
2. Richard Karkalits Nursery and Landscaping 24 Gordon Road Hightstown, NJ 08520	Landscaping Services: Remove stumps, add topsoil, grade and seed entrance area	\$ 9,100.00
3. Woodwinds 4492 Route 27 Princeton, NJ 08540	Tree Services: Remove trees, cut stumps flush to grade and chip and remove brush and debris at entrance	\$ 2,150.00
	Total	\$37,250.00

;and

WHEREAS, the Princeton Engineer and Princeton Administrator have recommended that the donation be accepted and the restrictions be honored; and

WHEREAS, the Assistant Princeton Attorney has advised that the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-13.1) authorizes contracting units to accept restricted donations and honor their conditions; and

WHEREAS, in accordance with New Jersey law, Princeton has followed a “Non Fair and Open” process, in connection with the awarding of this contract; and

WHEREAS, it may be necessary to commence the work of the project prior to receipt of the donation, requiring temporary use of Municipal funds, and reimbursement of same from the proceeds of the pledged donation; and

WHEREAS, absent the donation, the work to be contracted would not be subject to public bidding because it is comprised of a professional service and two other contracts that are below Princeton's bid threshold; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose in _____, which account shall be reimbursed or replaced with the pledged donation upon its receipt.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Municipality of Princeton as follows:

1. The above preamble is incorporated herein as if set forth at length.
2. The Mayor and Clerk are hereby authorized and directed to enter into written contracts, or Purchase Orders, if appropriate, with the vendors listed in the above Preamble for the not to exceed amounts as indicated, for a total not to exceed amount of \$37,250.00.
3. The Princeton Engineer and Assistant Princeton Attorney are directed to assure that all vendors provide appropriate insurance, comply with affirmative action requirements, pay-to-play laws and business registration requirements.
4. The Chief Financial Officer is hereby directed to reimburse or replace the funds authorized in this Resolution with the funds to be donated as soon as they are received.

Councilperson	Absent	Present	1 st	2 nd	Yea	Nay	Abstain	Disqualified
Ms. Butler								
Mrs. Crumiller								
Ms. Howard								
Mr. Liverman								
Mr. Miller								
Mr. Simon								
Mayor Lempert								

I, Linda S. McDermott, Clerk of the Municipality of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of said Municipality at a meeting held May 13, 2013.

IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of said Municipality, this 14th day of May, 2013.

Linda S. McDermott
Municipal Clerk